



FEDERATION OF INTERNATIONAL POLO

WORLD CHAMPIONSHIP
AND
ZONE PLAY-OFFS

CHAMPIONSHIP PROCEDURES

Updated as of November 1st, 2024

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INDEX

1. World Polo Championships	3
2. Federation of International Polo	3
3. Hosting of a Qualifying Championship or World Championships	3
A. Requirements.....	4
B. Expenses	5
C. Sponsorship:	6
4. Host Country Organizing Committee	11
5. FIP's Event Championship Committee.	13
6. FIP Championship Director	14
Annex A. Procedures for Entering	16
A. Team Entry Form - Attachment 1	16
B. Players Biography Form - Attachment 2.....	18
C. Hold Harmless and Waiver of Intellectual Property Rights Worldwide – Attachment 3	18
D. Acknowledgment and Agreement Form for Dope Testing of Players - Attachment 4	19
E. Whereabouts Form - Attachment 5.....	19
F. WADA Athletes Guide - Attachment 6	19
Annex B Procedures for Ponies.....	20
A. Code of Conduct.....	20
B. Pooled Ponies - Requirements.....	20
C. Allocation of Pools to Teams.....	21
D. Equipment.....	21
E. Pony Welfare Officer/Horse Master.....	21
F. Pony Stewards	22
G. Ponies Provided by Teams.	22
H. Veterinary Rules and Recommendations	22
I. Welfare on Ponies	23
J. Inspection of Ponies.....	23
K. Rules.....	24

L. Pony 'Put Down"	24
Annex C Score Sheets	24

1. World Polo Championships

World Polo Championships will be played among the Federation of International Polo's (FIP) Full Member Associations on handicap every four years. The World Polo Championship will be played by teams whose handicap is 10 to 14 goals; The Arena World Polo Championship will be played by teams whose handicap is 10 to 12 goals (Arena Polo Special Handicap grass polo handicap plus 1) and the Women's World Polo Championship will be played by teams whose handicap is 12 to 16 goals (women's handicap).

2. Federation of International Polo

- A.** The election of the host of the World Polo Championship is prerogative of the General Assembly.
- B.** The Executive Committee will determine the framework for each World Polo Championship edition. The General Assembly ratifies and has the final decision on the nomination.
- C.** The Executive Committee is responsible to communicate, through FIP's President, to the Organizing Committee about decisions made by FIP on issues such as eligibility of teams and handicaps to apply to individual players. The decision of the Executive Committee is final.
- D.** FIP shall provide all reasonable assistance and technical advice to the Organizing Committee upon reasonable request in relation to the running of a Championship.

3. Hosting of a Qualifying Championship or World Championships

All member associations will be invited to express their interest to host the World Polo Championship and the corresponding Playoffs.

The deadline for the abovementioned expressions will be set by the Executive Committee.

FIP's Executive Committee will inform all members of each zone of the received expressions of interest and invite them to present their final bid to host the World Polo Championship and the respective Zone Playoffs.

Once the hosts for World Polo Championship and the Zone Playoffs are determined by the Executive Committee, communications to members will be released.

The Hosting Member Association may delegate all rights and obligations related to the organization and operation of the World Polo Championship or Zone Playoffs, in a club or another institution, but only with the previous express approval of FIP. FIP has the right to refuse without explanation of cause. In case of delegation, the Hosting Member Association will retain their status; will be jointly responsible with the delegate and will have to answer before FIP for the fulfilment of the duties and obligations of the delegated person or entity and for all contingencies arising from the Championship organization.

A. Requirements

Subject to the payment of a fee to FIP and the approval of FIP in a letter of understanding, the Hosting Member Association shall be freely entitled to exploit and/or sub-license any intellectual property rights which might arise from the Championship.

Notwithstanding the foregoing, the following requirements are expected to be met, free of charge, by the Host at its own expense:

1. If to be played on pooled ponies, the provision for all teams of sufficient playable¹ ponies for 14 goal polo.
2. Suitable polo facilities and the various functions required to the Hosting Member Association Organizing Committee as set out in Clause 4.
3. Have previous experience in organizing and delivering polo Championships of 14 goals of handicap.
4. Pay agreed Fees and hotel accommodation (3-star hotel or better), airfare (for flights that exceed 6 hours in duration, plane tickets will be purchased in business class or better) ground transportation during the event, and food for the FIP Championship Director during the event.
5. Hotel accommodation (3-star hotel or better), for up to 6 FIP Officials.

¹ Safe and healthy ponies subject to FIP Horse Master judgement

6. Pay agreed Fees and Hotel Accommodation (3-star hotel or better), Airfare (for flights that exceed 6 hours in duration, plane tickets will be purchased in business class or better) ground transportation and food during the event for a minimum of 3 (three) umpires that will be selected by FIP.
7. Pay agreed Fees and Hotel Accommodation (3-star hotel or better), Airfare (for flights that exceed 6 hours in duration, plane tickets will be purchased in business class or better) ground transportation and food during the event for the Horse Master if the Championship is played on lent or rented horses.
8. Provide free of charge tickets to all Games and Social Events for members of the FIP Council of Administration, Executive Committee, etc. (Approximately 20 people).
9. Television and media coverage of the event (print, radio, and internet).
10. Provide anti-doping tests following FIP's WADA Regulations.
11. Suitable indemnities and Insurance to FIP. The policies and other supporting evidence have to be presented to FIP no later than 180 days in advance, in order to verify if they are sufficient, and/or to make adjustments to them if needed.

All conditions are to be previously agreed/ negotiated with FIP's Executive Committee.

B. Expenses

The Hosting Member Association may choose between the following two options to determine the expenses for the participating players.

Option 1 - The teams pay their own travel expenses to and from the event. The Host will pay for four (4) double rooms per team (3-star hotel or better), food for seven (7) people, and ground transportation for seven (7) people during the event; and/or the Host will provide the stabling (chips/sand and grass/bale) for the horses (minimum 22 horses per team) and the accommodation for the Grooms (minimum 4 per team).

When both, rooms and stabling, are provided by the Host, then the teams will have no sponsorship visibility rights.

When only one of them is provided by the Host, either rooms or stabling, then the teams may have visibility rights on the back of the team shirts.

Option 2 - The teams pay their own travel expenses to and from the event, and they pay all their all expenses once they arrive in the host country such as accommodations, food, and ground transportation. In return, advertising privileges and sponsorship visibility rights (such as the right to have sponsorship visibility on team shirts, jackets, hats and blazers) are completely for the Team, subject to FIP prior approval of the proposed sponsors. The badge or logo used shall be no larger, in height and width, than the FIP Championship logo.

Note:

- A) Any combination of the above may be allowed with the permission of FIP's Executive Committee. FIP's Logo should always be on the left sleeve or the chest of the teams' shirts.
- B) The cost for additional horse stabling (including food and chip bed), and/or the cost of horse stabling (including food and chip bed per horse), when stabling is not provided at all, must be clearly established by the Host when submitting the proposal to host a Championship.
- C) The cost for additional accommodation must be clearly established by the host when submitting the proposal to host a championship.

All of these conditions are to be agreed/negotiated with FIP's Executive Committee.

C. Sponsorship:

The Federation of International Polo (FIP) is committed to adhering to the IOC's Olympic Charter, the IOC Code of Ethics, and the IOC Marketing Guidelines. In accordance with these documents, the FIP prohibits sponsorships involving:

- WADA-prohibited substances as defined by the World Anti-Doping Agency;
- Betting and gambling activities, including online and offline platforms;
- Alcohol and tobacco products, including electronic cigarettes and vaping devices;
- Any other activities or products that are deemed to be in conflict with the Olympic Movement or that could damage the reputation of polo.

1. There shall be two types of Sponsors for the World Championship or Zone Playoffs (hereinafter "Championship"):

1.1 Championship Sponsors: sponsors contracted for the specific purpose of sponsoring the Championship. A Championship Sponsor can be engaged by either FIP or the Host in accordance with the below procedures;

1.2 FIP Official Sponsors: sponsors that have signed (or will sign) a sponsorship agreement with FIP and who are a global sponsor. Global Sponsor sponsorship rights (may) include, as part of the global sponsorship agreement, the World Championship or Zone Playoffs.

2. Both FIP and the Host shall endeavour to attract Championship Sponsors to financially support the Championship. The Host shall coordinate its best efforts in this regard with FIP.

3. The following Exclusive Sponsorship Categories during the World Championship are reserved for FIP Official Sponsors:

- Aircrafts Manufacturer/Supplier;
- Airline;
- Bank/Financial Services;
- Car Manufacturer;
- Clothing/Apparel (Official Supplier/Sponsor);
- Jewelry;
- Watch/Timekeeping.
- Yacht Company

FIP will have up to one year before the World Championship and Zone Playoffs to book the official sponsorship for each of these categories. If one year prior to the WPC any of these categories has not been booked by FIP, then the Host will be able to develop a sponsor for said category or categories.

4. FIP Official Sponsors shall have exclusive rights for the abovementioned Exclusive Sponsorship Categories such that no other sponsor, product, service or brand in connection with each Sponsorship Category may compete with them or may have any kind of presence or association with the Championship (inside or outside the fields, stadium or club where it takes place) during, before or after the Championship.

5. All FIP Official Sponsors that participate in the Championship will be entitled to the following benefits:

- Two banners in front of the video recording or broadcasting cameras. The cost of the banners is to be paid for by the FIP Official Sponsor;
- Presence of the brand and logo of the FIP Official Sponsor in each promotion of the Championship for the category of the FIP Official Sponsor. The cost of this presence is to be paid for by the FIP Official Sponsor;
- Presence of the brand and logo of the FIP Official Sponsor in each communication for the Championship for the category of the FIP Official Sponsor. The cost of this presence is to be paid by the FIP Official Sponsor;
- A space for a retail/hospitality tent for the FIP Official Sponsor.
- 10 VIP tickets to the games, lounge and official parties.

6. FIP Official Sponsors shall have the right of first refusal to Incremental Benefits over and above those rights granted to them in the respective sponsorship agreement or in this Agreement, including but not limited to the:

- Name of the Championship;
- Name of a Special Trophy;
- Banners and flags near the field or at the venue;
- Special Stands;
- Special Activities;
- Hospitality Spaces
- VIP Sectors in the stands.

7. FIP Official Sponsor Incremental Benefits will be negotiated by FIP, in accordance with the prior agreement between FIP and the Host concerning the terms and conditions for the Incremental Benefits, including their nature, scope, and pricing.

8. Broadcasting Rights

8.1 Intellectual Property Rights: The Host and FIP agree that all intellectual property, and any other contractual and ownership rights, in or related to any audiovisual, audio or visual works, including but not limited to television, radio, video, photographic, phonographic or other recordings or registrations (collectively "Intellectual Property Rights"), made during the

championship and any related activities or events (collectively the "Championship") by FIP, or anyone authorized to do so by FIP, shall belong exclusively to FIP.

- a. The Host shall not make, authorize or allow anyone else to make audiovisual, audio or visual works of, or during, the Championship other than with the explicit prior written permission by FIP.
- b. The Host grants FIP all intellectual property rights it has or may have in any audiovisual, audio or visual works made during the Championship, including but not limited to any live commentary, and in any work the Organizer made or had made in connection with the Championship, including but not limited to promotional materials, posters, and signage.
- c. The Host grants FIP all ancillary rights, such as rights in performance, moral rights, and portrait rights, that the Organizer has or may acquire related to or in connection with the Championship.
- d. The Host shall obtain from all participants in the Championship, including but not limited to players, teams, sponsors, vendors, advertisers, and visitors, a free of charge right to depict them in audiovisual, audio or visual works made during the Championship, and shall grant all such rights to FIP.
- e. The Host shall execute any and all written agreements and documentation, and complete any necessary registration(s), required by applicable law to effectuate such transfer of rights, be they contractual or property rights, to FIP and shall deliver the same to FIP 12 (twelve) weeks prior to the start date of the Championship. The Host must also ensure that all applicable data protection laws are complied with.
- f. FIP shall have the right to sell, transfer or license the Intellectual Property Rights to any third party/ies at FIP's sole unfettered discretion.

8.2 Broadcast Rights: The Host grants FIP the exclusive right to broadcast the Championship ("Broadcast Rights"). Broadcast Rights shall include, but not be limited to, any contractual or property right(s) necessary or required for national and international

television and radio broadcasts, internet publication, podcasts, streaming, photographic production/publication, and production/publication in any form of motion pictures of the Championship.

- a. FIP shall have the right to sell, transfer or license the Broadcast Rights to a third party.
- b. The Host shall grant FIP and any third party designated by FIP, including any personnel/crews participating in the registration, recording and/or broadcasting of the Championship, the right of access to the club and other facilities where the Championship takes place prior to, during, and after the Championship as is required for such registration(s) or broadcast(s) free of charge.
- c. The Host shall obtain and deliver to FIP the following signed waiver from each team and player participating in the Championship: *"I irrevocably confirm by signing this statement, that I authorize the Federation of International Polo (FIP), the Organizer, host club, the host organization, and the official sponsors of the Championship, to reproduce, represent and/or adapt any photography, video or other medium representing **my image, voice or of my personality** during a championship game or during any non-private occasion during the championship for the following uses: press, edition, expositions, audio, audiovisual, video, television or internet broadcast or interview, films, promotions via any media including but not limited to internet, mobile phones and tablets; and I hereby release and license to FIP any intellectual property or other rights worldwide that I may have in or related to this Championship without time limit from this day and free of any charge."*
- d. The Host shall execute any and all written agreements, and complete any necessary registration(s), required by applicable law to grant such rights of FIP, or of any third party designated by FIP, and shall deliver the same to FIP 12 (twelve) weeks prior to the start date of the Championship.

All of these conditions are to be agreed/negotiated with FIP's Executive Committee.

4. Host Member Association Organizing Committee

As soon as the Hosting Member Association is selected, it will designate an Organizing Committee with the responsibilities as set out below. The FIP - or the Championship Director when appointed - shall provide all reasonable assistance and advice to the Organizing Committee upon reasonable request and in relation to the running of the Championship.

The Organizing Committee shall have the following responsibilities:

- A.** Confirming and making available the facilities offered and agreed as part of the application to run the Championship; grounds, ponies, time keeper, officials, accommodation, food, stabling, transport, entertainment, etc.
- B.** 1. To comply with Clause 3 A.
2. To provide the relevant equipment for radio contact between the Umpires, Referee and Championship Director during all matches.
3. Provide a private enclosure with a clear view of the playing area - equipped with a monitor if the Championship is being televised-, for the Referee so that he can replay sequences of the game. It is important that the referee is well isolated in order to avoid any exterior pressure.
- C.** All programs, signage, promotional and printed literature must include the reference to the "Federation of International Polo (FIP)" and/or the official FIP logo must be clearly and appropriately displayed.
- D.** To provide a location for the teams Pre-Championship meeting which must take place the day before the start of the Championship. All participants and Championship officials must be present.
- E.** The structure and draw for the Championship according to the FIP rules, and the schedule of play.
- F.** Grant the health and safety of players, public and staff including compliance with national legislation.
- G.** For reference to ponies see Procedures in Annex B:
 - 1. For pooled ponies, a Horse Master must be approved by the FIP, whose fees, travel and accommodation expenses will be paid by the host.
 - 2. The organization has to mark horses by branding, and/or microchips before the first game.

3. For teams playing with their own ponies, a veterinary inspection at the beginning and end of the Championship must be done.
- H.** The FIP "Official Sponsor" provides team jerseys, team hats, team jackets/blazers, and team equipment bags or similar items in either of the options above. In return the Official Sponsor is provided visibility at the Championship.
- I.** Grant the presence of a veterinarian at all the games.
- J.** A trailer for the transportation of an injured or deceased horse. The trailer should include a tarp cover and two or more 6-foot-high screens of 24 feet in length (1 meter 80 high by 7 meters 50 long), with poles, to screen an injured animal. The horse should be stabilized and removed from the field, and euthanasia should be avoided on the playing field unless at the recommendation of the presiding veterinarian that this is the best or only option.
- K.** An ambulance with a certified doctor or paramedics must be present at all of the games. A separate doctor will be appointed by the FIP to ensure that the IOC rules are applied (mainly drug testing of players and ability to play).
- L.** Completed Score Sheets as at Annex C which must be passed to the FIP Championship Director after each game.
- M.** The FIP suggests the filming of all the games of the Championship in either video or digital format. These recordings should be immediately available for the umpires and teams to review after each game. Additionally, each team participating should have the opportunity to purchase the recordings. FIP must receive a copy of all recordings at no charge. FIP shall be freely entitled to use such recordings. These recordings are the sole property of the FIP.
- N.** Take Photographs to reflect adequately the event and the FIP officials present. A photograph of the FIP President or President's representative must be taken with each team prior to the commencement of the Championship and then with the winning team and the Championship trophy at prize giving. All persons in the photographs must be clearly identified. The photographs have to be forwarded to FIP immediately and those of the final game and prize giving within 24 hours after the end of the Championship, and are free for use in publicity and press releases.
- O.** Give Trophies and awards for all the participants in the Championship. FIP will provide medals for: The first, second and third placed teams (gold, silver and bronze respectively). The Organizing Committee can establish prizes such as Most Valuable Player, Sportsmanship awards, best playing Pony, etc.
- P.** Provide FIP within three (3) days of a brief summary of the Championship,

including but not limited to:

1. Dates of the Championship.
2. Name of the club and city where the Championship was played.
3. Names of the sponsors of the event.
4. Names of the members of the Organizing Committee, Championship Committee, Championship Director, and Umpires.
5. Names of key people or dignitaries attending.
6. Names of the countries participating
7. Names of each participating team, including handicaps, team captain, reserves and coach.
8. Date and final score of each individual game.
9. Photograph of the winning team with the FIP President or his representative, as per Clause 4N.
10. Name of the most valuable player (MVP) if awarded.
11. Name and owner of the Best Playing Pony if awarded.
12. Other activities in which the attendees participated.
13. Any additional comments on the Championship.

Q. Other responsibilities as negotiated.

All of these conditions are to be agreed/negotiated with FIP's Executive Committee.

5. FIP's Event Championship Committee

The Event Championship Committee shall conduct the Championship pursuant to the rules and procedures herein and the "FIP International Rules for Polo" (as amended from time to time).

The Event Championship Committee will be designated before the start of each championship and should meet on the day before the first game. The Event Championship Committee will be chaired by FIP's President or his appointed representative and will be composed of:

- FIP's President or his appointed representative.
- The Championship Director, to be selected by the FIP Executive Committee.
- An appointed representative of the Organizing Committee.

The Event Championship Committee will also function as the Ethics and Disciplinary Committee for the Championship.

A. Duties of the Event Championship Committee: The duties of the Event Championship Committee shall be:

1. The running of the championship in accordance with the FIP rules, procedures, directives and guidelines.
2. Day-to-day direction to the Championship Director.
3. The resolution of issues or queries arising at any time during the championship other than when the Championship Director or Umpires are in charge.
4. The appointment of any consultative committees if deemed necessary, including but not limited to best pony; most valuable player; fair play and/or pony welfare.
5. To have the sole responsibility to resolve any ethics and disciplinary issues during an event.
 1. An ethics or disciplinary complaint must be submitted in writing within 12 (twelve) hours of the occurrence giving rise to it to any member of the Event Championship Committee. The complaint must clearly state the disciplinary or ethics violation, and at least one witness to the charge.
 2. Within 8 (eight) hours after receiving the complaint the Event Championship Committee will conduct a hearing on the complaint. Prior to the hearing, the defendant will be notified of the charges and at the hearing be given the opportunity to appear and defend himself, cross examine the complainant or any witness and provide witnesses testifying on his behalf.
 3. The Event Championship Committee shall have the authority to suspend the offender from part or all of the rest of the Championship as well as any other remedy it deems appropriate. Notwithstanding the foregoing, its jurisdiction will be limited to the event for which it was assembled.

6. FIP Championship Director

The Championship Director will be selected by FIP and will receive day-to-day direction from the Championship Committee. His duties are:

A. To convene the Event Championship Committee members, the Organizing Committee Members, the players and coaches of each participating team, and

the Umpires and Referees, to a General Meeting before the first game of the Championship. The applicable rules, procedures, and program will be presented during this General Meeting.

- B.** To make sure the Championship complies and follows all FIP procedures and rules.
- C.** To coordinate and direct the umpires.
- D.** To collect and countersign completed score sheets which must have been signed by the umpires and score keeper and email copies to the FIP. If the FIP Secretary is not present upon completion of the Championship all original score sheets must be sent, by mail or courier, to FIP.
- E.** To collect and countersign any umpire reports.
- F.** To assemble 15 minutes after the last game of each day with the team representatives, umpires, referee and horse master in order to discuss all issues relating to day-to-day operations and management. The team representatives, umpires, referees, and the horse master must be available for consultation.

Annexes:

A. Procedure for Entering

B. Procedures for Ponies

C. Score Sheet

Annex A. Procedures for Entering

. Each team must submit an Entry Form to FIP Headquarters and the Organizing Committee at least 90/60 days (as determined by FIP) prior to the commencement of the Championship. The form must be completed and signed by the National Polo Association President. Changes to an entry form can be submitted until 30 days prior to the first game, and after that, only exceptional cases will be considered by FIPs Executive Committee.

To participate in a Championship, Attachments 1 to 5 must be completed as required.

A. Team Entry Form - Attachment 1

Teams must pay an entry fee to FIP. These fees must be wired and received by the FIP bank account 30 (thirty) days before the start of the Championship. In addition, each participating country's annual FIP membership fees must be paid in full prior to competing in a Championship.

Fee schedule:

- **World Polo Championships.**
- **Zone Play-off Championship.**
- **Sub Zone Play-off Championship.**

Fees will be determined by the Executive Committee at an appropriate time, e.g. when the host venue is selected.

Eligibility of Players.

- All players must be a citizen from the country that they will represent.
- They must be members in good standing of their National Polo Association and have been handicapped by their Association/Federation for the year of the Championship and the previous calendar year. If a player has not been handicapped by their Association/Federation for the year of the Championship and/or the previous calendar year, an exception can be requested to FIP's Executive Committee substantiating the need for the inclusion of such player/s (up to two players per team).
- No player will have represented another country in any sport in the last three (3) years (See Olympic Rule 46 at Note 1). This condition can be waived by the Executive Committee for Championships endorsed by FIP that, like the Super Nations Cup or The Snow Polo World Championship, are Invitational Championships.

- The teams have to nominate the players on the Championship Entry form. Listed must be the player's complete name, their handicap for the current year plus the two previous years. The handicap of the players who have been rated within the prior three-year period by the Hurlingham Polo Association, Argentine Polo Association, the United States Polo Association or any other National Polo Association must also be listed on the form.
- Current handicap ratings, for World Polo Championships, for each player must be no greater than plus five (5) and no less than plus one (1) for C countries and B countries with less than 400 registered players and no less than plus two (2) for A countries and B countries with over 400 registered players. The minimum handicap requirement may be waived by the Executive Committee in certain circumstances including when a sponsor is involved. Registered players mean registered players of the National Association that hold that nation's Nationality.
- Current Handicap ratings, for Arena World Polo Championship, for each player must be no greater than plus four (5) and no less than zero (0), Arena Polo Handicap (grass polo plus 1).
- Current Handicap ratings, for Women World Polo Championship, for each player must be no greater than plus six (6) and no less than plus one (1).
- If it is announced officially by an Association that the handicap of any player is due to change when that player has already been registered for a FIP event, the FIP will:
 - Recognize that player's new handicap on the date it becomes effective.
 - Allow that player to participate in the event off his new handicap, provided that the first game of the event is played within 45 days of the official announcement.
- If the handicap change puts the Team below the lower limit for the event, then the Team must assume the lower limit. If the handicap change puts the Team above the upper limit, then the Team must assume the higher handicap and give the appropriate goals.
- FIP prefers that those players whose handicaps have been reduced during the prior three-year period are not submitted to play in FIP World Championships. However, if a Team wishes to have a player whose handicap has been reduced in the last three years, special permission must be requested in writing from the FIP Executive Committee at least 45 days

in advance. FIP does not commit to give approval to a player in less than 30 days before the start of the Championship.

- The Team Entry form shall be submitted to FIP no later than 45 (forty-five) days prior to the start of the Championship. Teams will receive copies of the Team Entry forms of all teams participating in the Playoffs or Finals and will have until 15 (fifteen) calendar days prior to the start of the Championship to present their objections.
- The FIP Executive Committee will review player handicaps and assign an International Handicap that will be used for the Championship. A player handicapped in more than one country will be assigned the highest current handicap that he holds, either in his own country or the relevant zone, or where he plays regularly, or with the HPA, AAP or USPA if he has received a handicap from one of these three associations and if he plays regularly in that country.
- Following qualification from a zone play off, it is possible that the handicaps of a player or players will have been raised. If this results in the handicap of the team being above 14 goals or any individual player above 5 goals the team may enter a FIP World Championship with the new higher handicaps, but only if at least three (3) players who played on the Team in any game or part of a game in the Zone Play-offs continue to play together. If more than one player is replaced, the Team must qualify in all respects.
- If one player is replaced:
 - and it is a player raised to 6 goals, the replacement must be 5 goals or less.
 - and it is a player whose raised handicap would cause the Team to exceed 14 goals, the replacement must be the same handicap as the player was before he was raised.

B. Players Biography Form - Attachment 2

All players must submit a Player Biography form (**Attachment 2**) to FIP and the Organizing Committee, which will be used as publicity associated with the Championship. Information should include age, number of years playing polo, the city and country where the player is from, etc.

C. Hold Harmless and Waiver of Intellectual Property Rights Worldwide – Attachment 3

All players participating in the Championship must sign the FIP "Hold Harmless and Waiver of Intellectual Property Rights Worldwide" (**Attachment 3**). A player must sign this form before he can participate in any game or event in the Championship. The original document must be sent to the Organizing Committee and a copy sent to the FIP Headquarters.

D. Acknowledgment and Agreement Form for Dope Testing of Players - Attachment 4

All players listed on the Championship Entry Form will be subject to testing (urine analysis, blood tests and other authorized techniques for detecting prohibited substances) and required to sign the Acknowledgment and Agreement Form (**Attachment 4**).

E. Whereabouts Form - Attachment 5

The Player may be tested before and during competition, either at the game or out of competition either by FIP or the World Anti-Doping Agency (WADA). Consequently, the Whereabouts Form (**Attachment 5**) must be completed so that there is an accurate record of where all players are living or staying,

F. WADA Athletes Guide - Attachment 6

Players read the "WADA Athletes Guide" (**Attachment 6**).

Attachments:

- 1. Team Entry Form**
- 2. Players Biography Form**
- 3. Hold Harmless and Waiver of Intellectual Property Rights Worldwide**
- 4. Acknowledgment and Agreement Form for Dope Testing of Players**
- 5. Whereabouts Form**
- 6. WADA Athletes Guide**

Annex B

Procedures for Ponies

A. Code of Conduct

- In all FIP Championships, the horses must be considered vital.
- All handling and veterinary treatment must ensure the health and welfare of the horse.
- A high standard of nutrition, health, sanitation and safety shall be addressed and maintained at all times.
- Adequate provision must be made for ventilation, feeding, watering and maintaining a healthy environment during transportation and stabling.
- The national and international standards in polo regarding the health and welfare of horses must be adhered to.

B. Pooled Ponies - Requirements

- All ponies must be sound, reliable, competition fit and well trained to the standard of 14-goal polo.
- All ponies must have valid vaccination certificates.
- Each team must have a minimum of one pony per player per chukka with one spare pony per player.
- All ponies will be assessed and graded by the professionals appointed by the Host Organizing Committee and approved by FIP. The ponies will then be divided into pools of an equal number and quality for each team.
- All ponies shall be identifiable by:
 - A number which will be displayed prominently on the rump of the horse and,
 - The same number branded on the left front hoof or a number inserted by microchip that will be referenced to the number on the rump of the horse, and,
 - A complete horse profile form that will include a picture, a full description of color and identifying body and facial markings of each horse. These will be placed in a file or book for the Pony Stewards.
- Once a horse has been placed in a pool it must be stabled at the Championship venue or the authorized venue by Championship Committee for the entire period of the event and there can be no changes to the pool without approval of the Championship Committee.

These procedures must be carefully monitored so there can be NO switching of horses into or out of the pools.

- Host Association must provide a day and place, prior to the first game, for all teams to try the horses and play a short practice game.
- In Championships where horses are leased or lent, the chukker will be divided appropriately in half by the umpire and no horse will be allowed to play in more than 2 half chukker in a game not including an extra chukker.
- A horse that has started a chukker has used its 3,5 minutes if it is changed before the end of the half chukker. An exception to this rule is if the change occurred because of tack approved by the umpires.
- No horse may be played in consecutive half chukkers.
- FIP recommends that when playing on lent or rented horses no spurs are allowed.

C. Allocation of Pools to Teams

- The teams will draw by lottery for their pool of ponies not more than six (6) days before the first counting Championship game.
- After a team is finished in the Championship that team's pool of ponies can be used in the other team pools. Prior to that, teams have to manage their games with the pool of ponies that they have drawn.
 - Once the horses are assigned, no horse can be added to the pool or traded for another horse in the pool without approval of the Championship Committee.

D. Equipment

- Halters and bridles complete with reins and martingale must be provided by the horse owner.
- Saddle pads and leg wraps shall be provided by the Host Country Organizing Committee.
- A minimum of two saddles per player must be provided to each team.

E. Pony Welfare Officer/Horse Master

A Horse Master, appointed by FIP in Championships where ponies are leased or lent, will be in charge of ensuring that the welfare of ponies is respected, on and off the polo fields. The Horse Master shall also be in

contact with the Championship Veterinarian(s) for veterinary care. The Horse Master in conjunction with the Championship Veterinary can withdraw a horse for veterinary reasons. The use of horses during a match or from one match to another, is an exclusive and final decision of the Horse Master (in consultation with the Championship Veterinary).

F. Pony Stewards

- The judges will have a list of all horses in the team's pool of horses with adequate identification of each horse.
- Each player MUST check each horse into the game with the judges as the horse goes on and off the field.
- Chukker will be divided appropriately in half by the umpire and no horse will be allowed to play in more than 2 half chukker in a game not including an extra chukker. In Championships where horses are leased or lent.
- A horse that has started a chukker has used its 3,5 minutes if it is changed before the end of the half chukker. An exception to this rule is if the change occurred because of tack approved by the umpires.
- No horse may be played in consecutive half chukkers.

G. Ponies Provided by Teams.

- All ponies must have valid vaccination certificates, comply with the Host nation's veterinary requirements, and pass a veterinary inspection for soundness on arrival and departure.
- The number of ponies allowed per Team and the procedure for the replacement of lame ponies shall be included in the application to host a Championship and shall be agreed with the Host Country Organizing Committee but shall not be less than one pony per player per chukka plus six spare per team.
- The marking of the ponies will be as for pooled ponies unless agreed otherwise.
- FIP recommends that chukkers will be divided appropriately in half by the umpire and no horse will be allowed to play in more than 2 half chukker in a game not including an extra chukker.

H. Veterinary Rules and Recommendations

- Any horse that is noticeably lame, injured and/or bleeding for any

reason or is in a state of exhaustion or any other serious physical condition should be removed immediately and humanely from the field.

- Responsibility to enforce these recommendations rests with the Umpires, who may stop a game to remove the horse from the field. (The horse may be allowed to play at a later time, if sufficiently recovered).
- Protective leg coverings must be on all four (4) polo ponies' legs.
- All member clubs should have, at field side, a Veterinary First Aid Kit and manual with enclosed directions for immediate first aid therapy. This kit should include bandage materials and a Breakdown Brace as well as pads, antiseptic spray, sheet cotton, and tape.
- The Umpires shall deal with animal abuse immediately on the field.
- Animal abuse off the playing field should be immediately reported to the Championship Committee for action.
- The Championship Committee shall deal with possible animal abuse with appropriate penalties.
- The Umpires shall be strongly supported by the Championship Committee.
- If it is felt by any Championship official that a player is hurting the horse with spurs he will not be allowed to use spurs.

I. Welfare on Ponies

The Championship Director and Championship Committee are determined that any abuse of ponies whether on the ground or off, for instance when turned out, will not be tolerated.

J. Inspection of Ponies

With the approval of the Championship Director, at any time a veterinary and/or a member of the Championship Committee may inspect any pony whether on a polo ground, in a yard or turned out. If the veterinary or Championship Committee member is refused permission for the inspection, which may be carried out on short notice, they will be reported to the Championship Director pursuant to Regulation 6.

- Referral **to Championship Committee:** The Horse Master may refer any team or player direct to the Championship Committee for a disciplinary hearing.

- **Complaints:** If a complaint is received, whether from the general public, a veterinarian, a Team official, an officer of any other horse welfare body or from the Horse Master, a report form should be completed and sent to the Championship Director and Championship Committee. The Championship Director will liaise with the team concerned as to the action to be taken; if it is necessary for an inspection to be made with a veterinary surgeon his cost will be borne by the team concerned. The Disciplinary Committee is obliged to hold a hearing if they receive a report from a veterinary surgeon member of the RCVS concerning abuse or cruelty to any pony. A report of that hearing must be sent to the Championship Director.

K. Rules

The Rules that affect the welfare of ponies must be adhered to by members and enforced by clubs and umpires.

L. Pony 'Put Down'

In the event of it appearing desirable for a pony to be put down for humane reasons, such reasonable efforts as the circumstances permit should be made to contact the owner for his decision. Should the owner not be so contactable, the owner's representative or the person borrowing or renting the pony should take responsibility for authorizing to put the pony down, if he is convinced that the horse is in extremis i.e. that it cannot be moved without an unacceptable degree of discomfort and where there is no foreseeable prospect of the pony recovering from its injuries. It is suggested that chemical euthanasia may well be used in the event of a pony having to be put down in front of the public; in that case, the carcass will have to be destroyed.